

City of York Board of Architectural Review
Minutes
August 3, 2020
*****Virtual Meeting*****

Members present:

Chairperson Beth Bailey
Diane Hanlon
Gene Gaulin
Linda Lowman
A. Lee McLin
Quinn Witte
Gary Stewart

Members absent:

Others present:

Planning Director Breakfield
Zoning Administrator Blackston
Public Information Officer Fritz
See list of speakers

Chairperson Beth Bailey called the meeting to order at 3:03 p.m., polled each Board member individually to verify attendance and stated the following:

1. Due to the COVID-19 pandemic, York City Council adopted an emergency ordinance allowing meetings to be conducted exclusively through the use of electronic, computer-based medium.
2. The City has chosen to conduct the meeting through the use of GoToMeeting while streaming on Facebook Live.
3. She greatly appreciated the willingness of everyone to adapt to this new environment and adjust to the new format.
4. Each Board member must individually vote by voice on each Motion (yay or nay).
5. Each person on the call should be identified at the beginning of the meeting.
6. Any Board member that wishes to abstain from a vote must state the reason for such abstention. If a Board member has a conflict of interest, the Board member should state the conflict and abstain from discussion and the vote on the matter.
7. Each person should be identified before speaking.
8. Each person should mute microphone unless speaking.

The first item of business was approval of the draft Minutes from the July 6, 2020 meeting. Upon a Motion by Beth Bailey, seconded by Quinn Witte, the Board unanimously approved the Minutes as submitted.

The second item of business was consideration of a certificate of appropriateness application (COA) application for a fence for 15 Wright Avenue.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by A. Lee McLin, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

The third item of business was consideration of a COA application for porch railing for 15 Wright Avenue.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gene Gaulin, seconded by Quinn Witte, the Board unanimously approved the application as submitted.

The fourth item of business was discussion of the creation of design standards for the repair and rehabilitation of historic commercial building façades in the City's historic district.

Planning Director Breakfield indicated that:

1. The City has applied and received approval for a grant to create design standards for the repair and rehabilitation of historic commercial building façades in the City's historic district. The grant implementation will also help facilitate a façade grant program.

2. The City has hired JMT to help coordinate the implementation of the grant project.
3. A virtual public meeting would be needed to help kickoff the project. JMT would participate in this public meeting.

By affirmation, the Board decided to hold the virtual public meeting on August 31st at 6 pm.

Also, the Board discussed potential mural standards. The subcommittee's recommended guidelines will be given to JMT to be reviewed for inclusion in the upcoming design standards.

Lastly, the Board discussed improving public awareness of the Historical District Construction Design Standards.

There being no further business, the meeting was adjourned at 3:49 pm.

Respectfully submitted,

C. David Breakfield, Jr. AICP, MCP
Planning Director

cc: File, Board of Architectural Review 8/3/2020
Seth Duncan, City Manager